





NON CITIZEN / UNDOCUMENTED IMMIGRANT

Date you entered the United States for the first time: \_\_\_\_\_

USCIS (Formerly INS) status at time of entry: \_\_\_\_\_

List all alien statuses held since entering the country, and give dates:

USCIS Status: \_\_\_\_\_ Dates: \_\_\_\_\_

Attach copies of supporting documentation (see following information sheet for detailed instructions regarding this)

TRANSEXUAL: At birth my gender was (attach copy of birth certificate) \_\_\_\_\_

REASON WHY YOU FAILED TO REGISTER WITH SELECTIVE SERVICE UPON REACHING AGE 18 AND BEFORE REACHING AGE 26 (if applicable):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section 3:**

Print, sign and date, and send this letter, together with ALL copies of required documents and any other supporting information you may wish to include to:

Selective Service System  
ATTN: SIL PO Box 94638  
Palatine, IL 60094-4638

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please note** if you have documentation that you were over the age of 26 when you became a permanent resident or U.S. citizen – **this form can be completed and returned to the Johnson Financial Aid Office with all supporting documentation (do not need to mail to Selective Service).**

No action can be taken until we receive ALL of the information/documentation needed. You should retain a copy of all documents and correspondence submitted to us.



## INSTRUCTIONS

### For filling out the "Request for Status Information Letter"

#### SECTION 1:

- Name: you must provide your complete name, and any other names you have ever used. If you have more than one last name, you must provide both names.
- Address: you must include your complete mailing address. Forms received without a mailing address will not be processed.
- Date of Birth: This form is only for men born after December 31, 1959, who are 26 years old or older. You must provide your complete date of birth.
- Daytime Telephone Number: If possible, provide a telephone number where you can be reached during the day, in case we need to contact you.
- Email Address: Provide your email address in case we need to contact you.

#### SECTION 2:

This section is for explaining and documenting why you did not register with Selective Service. This section consists of five different parts. You must complete and submit documentation for any and all parts that apply to you.

##### **Military**

To obtain proof of military service (DD-214, Official Military Personnel File) write to:

National Personnel Records Center, GSA, Military Personnel Records Center,  
9700 Page Blvd., St. Louis, MO, 63132.

Or visit <http://www.archives.gov/veterans/military-service-records>

##### **Incarcerated, institutionalized, hospitalized, or confined to home**

For each instance, provide type of confinement, dates of confinement, and supporting documentation.

##### **Non-Citizen / Undocumented Immigrants**

If you entered the United States for the first time after your 26th birthday, you must provide documentation to support your claim. **Valid documentation includes:** entry stamp in your passport, I-94 with entry stamp on it. If you entered the United States illegally after your 26th birthday, you must provide proof that you were not living in the United States from age 18 to age 26. Please note: your Resident Alien Card (Green Card) is not valid as proof of entry to the United States.

If you entered the United States as a valid non-immigrant alien, and remained in that status to your 26th birthday, you must provide documentation to support your claim. For example, if you entered the United States as an F-1 Student, and remained in that status until your 26th birthday, you would need to provide documentation indicating that you were admitted on an F-1 visa and attended school full-time as required. (Acceptable documents for this situation include copies of your I-20s or a letter from the



school you attended indicating your full time attendance as a non-immigrant alien). The same thing applies for all non-immigrant statuses. You must explain, if at any point, you violated the terms of your visa, or overstayed your visa and became an undocumented alien.

You should provide as much information as possible. We will use the information you provide to determine your registration status.

**Transsexual:** For individuals who have had a sex change. You must indicate what gender you were born as, and attach documentation which indicates this as well.

**Reason why you failed to register with Selective Service upon reaching before reaching age 26:**

Provide a written explanation for not registering with Selective Service.

**SECTION 3:**

Sign and date the letter. Return this letter to the address listed with copies of supporting documents, showing proof and anything else you may wish to include. Do not send original documents, as they will not be returned. You should retain a copy of all documents and correspondence submitted. Be sure to redact any social security numbers listed on documents. Do not send SSN to Johnson.

**HELPFUL INFORMATION**

- This form is designed to be printed for use, and cannot be completed online. After printing, complete the form, attach **ALL** supporting documentation, and mail\* to: Selective Service System, ATTN: SIL, PO Box 94638, Palatine, IL 60094-4638. \*those who entered U.S. after age 26 should send to Johnson.
- This form is for use only by men born after December 31, 1959, who are not registered and are now 26 years old or older.
- This form is not a registration form, and by submitting it, you will not be registered.
- If you feel that you have already registered, verify your registration on the Selective Service website, (**[www.sss.gov](http://www.sss.gov)**), or call our Registration Information Office at (847) 688-6888 to obtain your Selective Service number.
- If required to mail to Selective Service, they will issue a Status Information Letter based on the information you provide. This letter will clarify your status with Selective Service.
- If you are being denied a right, benefit, or privilege because you are not registered, submit a copy of your status information letter and an explanation letter for your failure to register, to the Agency administering the right, benefit, or privilege. That Agency will make the final determination regarding your eligibility. The Selective Service System does not determine your eligibility for any right, benefit, or privilege.